

MARIN COUNTYWIDE PLANNING AGENCY
THURSDAY, FEBRUARY 26, 2004
MARIN COUNTY BOARD OF SUPERVISORS CHAMBERS
SAN RAFAEL, CALIFORNIA

Representatives Present: Al Boro, San Rafael City Council
Steve Kinsey, Marin County Board of Supervisors
Joan Lundstrom, Larkspur City Council
Bruce Sams, Belvedere City Council
Dick Swanson, Mill Valley City Council
Pat Eklund, Novato City Council
Lew Tremaine, Fairfax Town Council
Melissa Gill, Corte Madera Town Council

Representatives Absent: Peter Breen, San Anselmo Town Council
Alice Fredericks, Tiburon Town Council
Tom Byrnes, Ross Town Council
Amy Belser, Sausalito City Council

Staff Members Present: Craig Tackabery, CMA Executive Director
Art Brook, CMA Deputy Executive Director
Dean Powell, Principal Transportation Planner, Marin County DPW
Jack Baker, Senior Transportation Engineer, Marin County DPW
Tho Do, Associate Civil Engineer, Marin County DPW
Jason Nutt, Traffic Operations Engineer, Marin County DPW
Carey Lando, Senior Transportation Planner, Marin County DPW
JeriLynne Stewart, Recording Secretary

Chairman Kinsey called the Countywide Planning Agency Meeting to order at 7:35 p.m.

1. Agency Member Matters not on the Agenda
None.
2. Report on Draft Marin Countywide Plan Policy and Program Recommendations

The draft Countywide Plan update is now available. Community Development Agency Director Alex Hinds and Principal Planner Michelle Rodriguez gave a brief presentation of what has been accomplished thus far in planning sustainable communities. Mr. Hinds listed the three main elements of the plan: 1) Natural Systems, including identification of a Baylands corridor, 2) Built Environments, including housing and sensitive lands, plus mixed-use commercial areas, and 3) Socioeconomics, including diversity, public health and emergency services. There will be an EIR Public Scoping Workshop March 4th, 2004, plus additional public hearings.

Agency members had the following concerns: questions about housing opportunity sites (by planning area) and interest in knowing the difference between the real vs. theoretical plans. Mr. Hinds explained the differences, and talked about projects that could potentially decrease the level of service, which should go to the Countywide Planning Agency for review. He also spoke of a new reclamation plan for the San Rafael Rock Quarry, and gave assurance that there would be community input. Other agency member comments included: energy conservation is not the same as clean industry; concern of expanded roles of the Planning Agency itself, Countywide revenue sharing and airport land use planning; and, a request for distinctions between the build-out numbers of incorporated vs. unincorporated areas.

3. Open Time for Items not on the Agenda
None.

Meeting adjourned at 8:02p.m.

**MARIN COUNTY CONGESTION MANAGEMENT AGENCY,
MARIN COUNTY BOARD OF SUPERVISORS, AND
MARIN COUNTY TRANSIT DISTRICT
JOINT MEETING MINUTES**

Representatives Present: Susan Adams, Marin County Board of Supervisors
Cynthia Murray, Marin County Board of Supervisors
Annette Rose, Marin County Board of Supervisors
Al Boro, San Rafael City Council
Barbara Heller, Marin County Transit District
Steve Kinsey, Marin County Board of Supervisors
Joan Lundstrom, Larkspur City Council
Hal Brown, Marin County Board of Supervisors
Bruce Sams, Belvedere City Council
Dick Swanson, Mill Valley City Council
Pat Eklund, Novato City Council
Lew Tremaine, Fairfax Town Council
Melissa Gill, Corte Madera Town Council

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Carey Lando, Senior Transportation Planner, Marin County DPW
JeriLynne Stewart, Recording Secretary

Chairman Kinsey called the meeting to order at 8:03p.m.

4. Board/Agency Member Matters not on the Agenda
None.
5. Approval of Joint Minutes of September 25, 2003; October 18, 2003; December 18, 2003; January 22, 2004; and January 29, 2004.

Supervisor Adams recommended amending and providing in-depth coverage for the following meeting minutes:

January 22nd Workshop: The minutes should be more specific about the consensus the cities and the County came to, which reflects on tonight's discussion and decisions. For example, the consensus was that Transit was to receive 60%; Gap Closure Project – 9%; and TDM/TSM 2%, and from these numbers, the Board and Committee members could move forward with the Plan's direction, followed by the polling process.

January 29th: Regarding Regional Measure 2, the question was asked, "What would happen to the money if certain projects that were being identified were not actually going to come to fruition? How would that money be reallocated? Would there be a method of protection for Marin's money? It is important to reflect the fact that if there are going to be projects that may not go forward, yet which are fully funded, an attempt

would need to be made to keep the money for Marin County projects. 4% of monies from Regional Measure 2, if passed, would come to Marin County. In addition, Supervisor Adams asked whether some of the targeted projects we had identified in the Sales Tax really could be paid for by the Sales Tax, for example, the Safe Routes To Schools program.

M/S Lundstrum/Gill, as amended. Motion passes 13/0/1. (Novato Mayor Pat Eklund abstained from approving the September 25, 2003 and October 18, 2003 Meeting Minutes.)

6. Executive Director's Report

Executive Director Craig Tackabery said there would be a brief overview of the SHOPP Program and a status of Marin construction projects underway. He also introduced newly hired Amy Van Doren as the County's Transit Services Manager.

a. CMA Meeting Schedule

Executive Director Craig Tackabery said there would be no CMA Executive Committee Meeting March 10th and reminds Committee members of the upcoming special transportation workshop April 8th.

7. Caltrans State Highway Operation and Protection Program (SHOPP) Overview, Purpose, and Status of Marin Projects

Executive Director Craig Tackabery introduced Yader Bermudez, District Division Chief, Project Management North, of the Department of Transportation (Caltrans), who gave a presentation of the 2004 State Highway Account Project Priorities (SHOPP) Process. Mr. Bermudez explained how projects are funded, and listed proposed projects for allocation in FY 2004/05 through FY 2007/08, Caltrans' performance measure goals, currently programmed projects, long-lead projects which require special permission to begin construction, project priorities, and Marin County's SHOPP Status for 2004.

Board and Committee members' comments included: concern about not being informed by Caltrans as to what SHOPP projects are being planned for Marin County; could monies being used for the SHOPP project through Tiburon have been reprogrammed to fund the Gap Closure Project, which has a shortfall; another member expressed his shock after learning of a Caltrans SHOPP project from the Marin Independent Journal and not from Caltrans itself, referring to the Highway 101 barrier project through Tiburon, and stressed the importance for Caltrans to inform the Joint CMA/BOS Committee and the public about what is being planned for Marin County.

Mr. Bermudez explained that the Highway 101 project through Tiburon is on going, and that the barrier is part of the SHOPP program, taking priority over the STIP program. He explained transferring money from SHOPP to STIP is not allowed, as they are different programs. Mr. Bermudez also said that last year, MTC and Caltrans met with Bay Area CMA staffs to present Caltrans' very technical 10-year-plan. Chairman Kinsey suggested Caltrans not depend upon technical documentation as a form of communication by which Marin County officials and the public learn of major projects. Mr. Bermudez said Caltrans is in the process of improving its methods of communication and will attend future meetings.

Additional Board and Committee members' comments included: need for this Agency to provide input as to which projects are approved for construction and which are priority projects; questions regarding auxiliary lanes; and, questions as to whether additional funding programs that Caltrans is responsible for exist.

Mr. Bermudez explained that TCRP and bonding projects are the major sources Caltrans relies upon, plus toll bridge funding. He differentiates auxiliary lane projects which are SHOPP due to projects' safety factors and auxiliary lanes, which are STP due to capacity enhancements. Information is available on Caltrans' website, under Transportation Programming.

Supervisor Brown requested a definition of TMS, a Traffic Management System. Mr. Bermudez explained TMS includes improvement of traffic signals, changeable message signs, striping, ramp metering and more.

Member Boro asked how Caltrans' goals get to the CTC for approval, citing an example of a priority problem, which causes great congestion; if that particular problem is unfunded and needs correction, wouldn't it qualify as a goal which Caltrans would treat as a priority? Mr. Boro suggests we have a better understanding of what Caltrans proposes for Marin County at all times. If there are projects/issues this Agency disagrees with, we need open discussion.

Public comment included the following: a contradiction in terms may exist as to the term "Safety Improvement Projects", in that if auxiliary lanes are planned, safety and congestion could possibly be compounded, and an environmental review is needed.

8. Reports from Subcommittees

a. SMART

Supervisor Rose said SMART continues to meet regularly, and as per meeting discussions, the beginning of the transfer of the right-of-way to SMART is underway. An agreement was reached with the NCRA. The County of Marin approved the agreement transferring its properties/NWPRA, there needs to be future transference from Golden Gate Bridge, Highway & Transportation District.

Member Boro said that SMART plans to conduct a poll. More information will be forthcoming.

b. Marin-Sonoma Narrows Policy Advisory Group (PAG)

Supervisor Murray said the PAG met and approved conceptual aesthetics for the Redwood Landfill flyover yet did not approve those aesthetics for the entire project. The PAG will meet again in approximately 45 days, and asked that Caltrans present different facades to finalize the aesthetics. Redwood Landfill is proceeding with the flyover, which will be completed by the end of 2004. The EIR for the Marin/Sonoma Narrows is still underway.

Mr. Bermudez of Caltrans explained that the proposal from one PAG member was to have several public meetings within next few weeks, although it is a challenge. Therefore, Caltrans requests Sonoma and Marin county communities attend the next PAG meeting where Caltrans will present all of its information.

A Committee member requested the next PAG meeting be conducted at night and that the public be informed of its mission.

9. Transportation Sales Tax Expenditure Plan – Presentation and Approval of the Draft Expenditure Plan Public Release Draft

- a. Bonnie Nelson of Nelson/Nygaard Consulting gave an overview of Release Draft 2, and asked that the Joint Committee Members reach consensus on a Release Draft so that it can be tested among the communities/voters. At two upcoming meetings in April, Ms. Nelson said Committee Members will have the opportunity to make final adjustments to the Plan, which can then go back out to the cities and towns of Marin for approval, which is necessary before the Plan goes on the ballot.

The single goal is to enhance mobility for all Marin County residents by providing a variety of high quality transportation options designed to meet local needs. Ms. Nelson explained that the Plan is an outcome of the January 22nd Workshop. The Joint Committee needs to consider a more simplified goal tonight, which includes four strategies to meet local needs. According to consensus reached at the January 22nd workshop, Transit received the largest share – 60%, Gap Closure Project – 9%, Local Infrastructure – 22%, including allocation for safe pathways as well as local roads, and 9% to school access. These will go to the public for testing. Percentages to be received by the Tax Plan total \$275M.

Ms. Nelson detailed what the local transit funds will buy (for a total of \$165M); where service frequency is needed and details of enhanced service; that the Gap Closure funds will complete the project by 2008; what local infrastructure funds will buy (for a total of \$60.5M), the requirement of a local match and the list of the County's high priority roads. Ms. Nelson detailed what school access funds will buy for a total of \$24.75M, and finally provided a summary of the cash-flow process generated by the Sales Tax.

Board and Committee members' comments and questions included: language in the "Gap Closure Project" should include "HOV lane," and the Plan should not include monies for local roads; in the Plan's goal, it would be wise to include definitions to identify all acronyms (i.e., MCTA) and help alleviate confusion for voters; that there is not enough money allocated for Transit, and reminds Committee of MCTD's deficit, stressing that monies should not be shifted to local roads; the criteria is unclear as to how priorities should be set and that city and town DPW Directors should not have the final word on selection of infrastructure projects; changes to the Sales Tax Plan should not be made by the new Authority without first going to the voters of Marin.

Additional comments included: buses have been pounding all of the County's older roads, justifying the need to have "road maintenance" funds for older communities; any excess revenues from the Sales Tax can be brought back to the Authority over the 20-year span; we need to focus on local issues and not concern ourselves with commuter issues; we need to maintain a "built-in" flexibility into the Plan as available monies and priorities are changing rapidly; transit needs stabilizing as impending local cuts may affect riders prior to the Plan going to voters; and, fear that Committee may be promising something (the Plan) that cannot be delivered.

Ms. Nelson spoke of a contracted system, and what it looks like, plus a look at the first year after the Plan passes, and the detailed analysis that is needed. Mayor Boro suggests the issue of dedicated transit service to Marin be a focus, and that the numbers concerning school access may be misleading, especially crossing guard funding.

Supervisor Adams suggests polling the voters, asking which three categories should monies go toward. She disagrees with others who feel that the Committee's goal is to reduce traffic on Highway 101.

Supervisor Rose said the Public Works Directors' concerns are due to the low amounts of monies being allocated to roads and maintenance issues. She says "bus routes" needs defining, as even the term "local route" to a rider from Sausalito could mean a route, which includes San Francisco as its destination.

Public comments included:

Dave Schoenbrun of Mill Valley is satisfied with the breakdown of percentages.

Peter Montgomery suggested Committee include accurate stop time information, trip planners at bus stops, and include information in restaurant ads regarding what routes service their area. Mr. Montgomery (in a letter to Chairman Kinsey) urged the adoption of the Tax Plan and that he would continue to monitor the Plan's progress.

Margaret Jones commended the CMA for this Tax Plan, and said allocations of resources are great; the League of Women Voters is supportive.

Rod Gould spoke of the Marin Manager's Association meeting (MMA) held today, and commented that during their discussions, the Plan's roads component must be properly funded; he spoke of the need for Marin's roads to be properly maintained; the MMA originally asked for 50% of the Plan's funding for local roads; now it is reduced to 17%. Mr. Gould said there is a \$256M gap of funding for local roads.

John Reed likes the SR2S's "bang for the buck" and wants to keep the program going. He likes that the SR2S will turn lazy kids who are driven to school into, hopefully, bike-riding kids. He also said that the County's bike paths are too crowded now.

Ms. Johnson said the Measure is essential, the infrastructure component is important, and the crossing-guard issue is vital. She said she's watched the nature of kids, who, facing a large pothole in the middle of the road, will unsafely ride way around the pothole, endangering themselves and motorists trying to pass the kids on their bicycles. Kids in the Mill Valley School District have to be safe!

Kellie of Mill Valley, Student Leader, spoke of the plusses of biking to school, and stated that one out of 4 students either bikes or walks to her school (MV Middle School). She said that ratio could be better. She commented on what MV Middle School has received in grant funding; that it is the only school in the County to receive a SR2S grant, and the school is applying again. She urged the Committee to allocate funding for the infrastructure component.

Mr. McCoy of Terra Linda urged the Committee to provide adequate funding for infrastructure, and SR2S. He commented on Vallecito School and its pathway needs.

Mark of Novato urged Committee to increase the funding for infrastructure by \$1M per year, Countywide, to ensure safety for all students.

John Williams of Mill Valley, parent of 3, commented on the importance of being able to walk to school safely, and urged the Committee to properly fund infrastructure component.

Deidre of Fairfax is a SR2S supporter, and wants to see people get out of their cars.

Karen Nygren of Sierra Club provided Committee with a lengthy handout of comments, including her thoughts about all allocations and about the Public Works Directors' roles in prioritizing roads funding issues.

Don Wilhelm of Novato provided Committee with a letter indicating the critical funding gaps in local transit, referring to the study costs analysis provided by GGBH&TD. We must be honest with the voters. The most important issue right now is to finish the Gap Closure Project.

Drake High School Students from San Anselmo and Woodacre both spoke of their participation in the "early SR2S" program, and both said it not safe to bike to school at all! They each urged the Committee to properly fund the infrastructure component.

Margaret of Southern Marin requested the rewording of the monies being allocated to the local roads component, and said she's unclear about "local infrastructure funding"; that it's too broad. She said SR2S is vital and that it should be made very clear that bikeway and ped paths need to be included in the wording.

Rocky Birdsey of MCIL asked to have "sidewalks" included in the verbiage of the infrastructure component. With reference to pages 10 and 11 of the Plan, he said there is a contradiction of terms, and said there is confusion as to who will improve the sidewalks; the public may not know this, and requests the deletion of the word "maintenance". He referenced page 17, "construction of sidewalks" etc., and "maintenance..." – these conflict.

Carol of Novato supported Rod Gould's stance, and is surprised that only 17% would be allocated to local roads. Previous polls have indicated that paving is vital. She spoke of the need for Marin to be a "Self Help County" in order to receive additional State funding.

Chairman Kinsey summarized the discussion by indicating that Marin County has invested significantly in SR2S. Staff is to incorporate the typo-type comments and amend the Plan by next week. He suggested staff draft a cover letter to the cities.

M/S Adams/Swanson to accept the Sales Tax Expenditure Plan. Motion passes 13/0/0.

- b. Ballot Measure Schedule and City and Town Council Meeting Schedule
The schedule was distributed.
- c. Update on the Draft Administrative Code for the Marin County Transportation Authority
Staff developed a first draft and met with the Governance Subcommittee to review.

- d. Authorize Chairman to Execute Professional Services Agreements; after review of the proposed Professional Service Agreements and budgets related to the Transportation Sales Tax Expenditure Plan, authorize the Chairman to approve contracts for the following:
 - i. Nelson/Nygaard Consulting Associates for Transportation Planning Services in the amount of \$60,784.
M/S Tremaine/Lundstrom to authorize Chairman to approve contact.
Motion passes 8/0/0 (CMA only).
 - ii. Godbe Research & Analysis for Surveying and Polling Services in the amount of \$51,845.
M/S Tremaine/Lundstrom to authorize Chairman to approve contact.
Motion passes 8/0/0 (CMA only).
 - iii. Solem & Associates for Public Education and Outreach Services in the amount of \$62,000.
M/S Tremaine/Lundstrom to authorize Chairman to approve contact.
Motion passes 8/0/0 (CMA only).
 - iv. Nossaman, Guthner, Knox, & Elliott for Legal Support Retainer Services in the amount of \$10,000.
M/S Tremaine/Lundstrom to authorize Chairman to approve contact.
Motion passes 8/0/0 (CMA only).

Member Swanson complements Nelson/Nygaard for their role, and suggests that the consultant budget be augmented to include \$10-\$15K more per year to hire an additional consultant to provide senior level strategic services. Chairman Kinsey added it is an idea to investigate and that he would explore the feasibility with staff and Member Swanson; no action needs to be taken tonight.

- e. Identification of Polling Objectives
A lengthy discussion ensued, featuring Brian Godbe's presentation and outline of polling process, with ballot tests, differentiation between the types of expenditure plans, a look at a variety of other measures and an alternative measure.

Committee members' questions included item #2.2 pertaining to traffic congestion, definition of item 3.1 "improve county's transportation infrastructure", item 9.5 that could be a sales tax idea from SMART; Mayor Boro requested a description of the selection procedure and the geographic spread; Mr. Godbe responded there are 1,000 interviews allocated in their budget.

Supervisor Adams requested that polling questions are framed in the following manner: "If you knew that..."and, "If a surplus of funding is available, which of the three categories would you like to see funds allocated toward"?

Additional Committee members' questions included item #9, with a request to add Larkspur/Corte Madera Police Facility; Supervisor Rose requested that a differentiation be made of "local transit" to include ferries, etc. and had concern as to what voters may think "local" means.

There was discussion of SMART's measure and the fact that it, too, may be on the November ballot. Committee members had concern about two similar measures listed on the ballot at once; SMART's Lillian Hames commented about the feasibility of having two sales tax measures on the ballot at one time. Ms. Hames will follow-up with the subcommittee. Supervisor Adams requested that SMART's particulars not be a part of our polling process.

The Joint Committee reached the agreement that there are to be only two questions on the poll related to rail, with respect to the issues of timing and compatibility of the two agencies' efforts to have similar sales tax measures on the ballot at one time.

Director Pat Eklund motioned to approve the Draft of the Sales Tax Expenditure Plan to present to, and for approval by, the cities and towns of Marin County. Motion passes 13/0/0.

Karen Nygren of Sierra Club had questions about polling item #9. Don Wilhelm of Novato had a proposal for the Committee, indicating that small bus routes need to be fully funded, and to allocate TDA funds to the small bus operation.

Chairman Kinsey summarized discussion by requesting all additional comments pertaining to polling objectives are brought to Executive Director Craig Tackabery or Dean Powell by next Wednesday. Brian Godbe confirmed that the survey results would be presented at the April 8th Workshop.

10. Open Time for Items not on the Agenda
No public comments were provided.

Chairman Kinsey adjourns the Joint Committee meeting at 11:14pm.

MARIN COUNTY CONGESTION MANAGEMENT AGENCY MEETING MINUTES

Representatives Present: Al Boro, San Rafael City Council
Steve Kinsey, Marin County Board of Supervisors
Joan Lundstrom, Larkspur City Council
Bruce Sams, Belvedere City Council
Dick Swanson, Mill Valley City Council
Pat Eklund, Novato City Council
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JeriLynne Stewart, Recording Secretary

Chairman Kinsey called the Congestion Management Agency meeting to order at 11:15pm.

11. Agency Member Matters not on the Agenda

None.

12. Approval of CMA Minutes of September 25, 2003; December 18, 2003; and January 29, 2004

M/S Gill/Sams to approve the minutes. Motion passes 8/0/0.

13. Executive Director's Report

Regional Measure 2 (SB 916 –Perata) Status Report

The Measure will be on the Ballot March 2nd, and was endorsed by the San Francisco Chronicle and Marin Independent Journal

14. Authorize Chairman to Execute Professional Services Agreement with CD+A for FY 2003-04
Transportation Planning and Land Use Solutions (TPLUS) Work Program Services

M/S Lundstrom/Sams authorize to execute the agreement. Motion passes 8/0/0.

15. RTP and Transportation 2030 Report

Executive Director Craig Tackabery gave a presentation of the brief schedule, and lists the objectives for March and April 2004, which are to review the report, conduct public outreach, and seek final approval for the Plan at the April 22, 2004 meeting.

Public and Committee Member comments included: referring to an attached document, Item #436, one of the auxiliary lanes should be eliminated; concern of an operational disaster-in-the-making with reference to Item #444; question as to whether "auxiliary lane" could be defined, and asks for clarification on Items #157 (where), #159 (where) and #437 (why).

16. Open Time for Items not on the Agenda

None.

Chairman Steve Kinsey adjourned the meeting at 11:20pm.